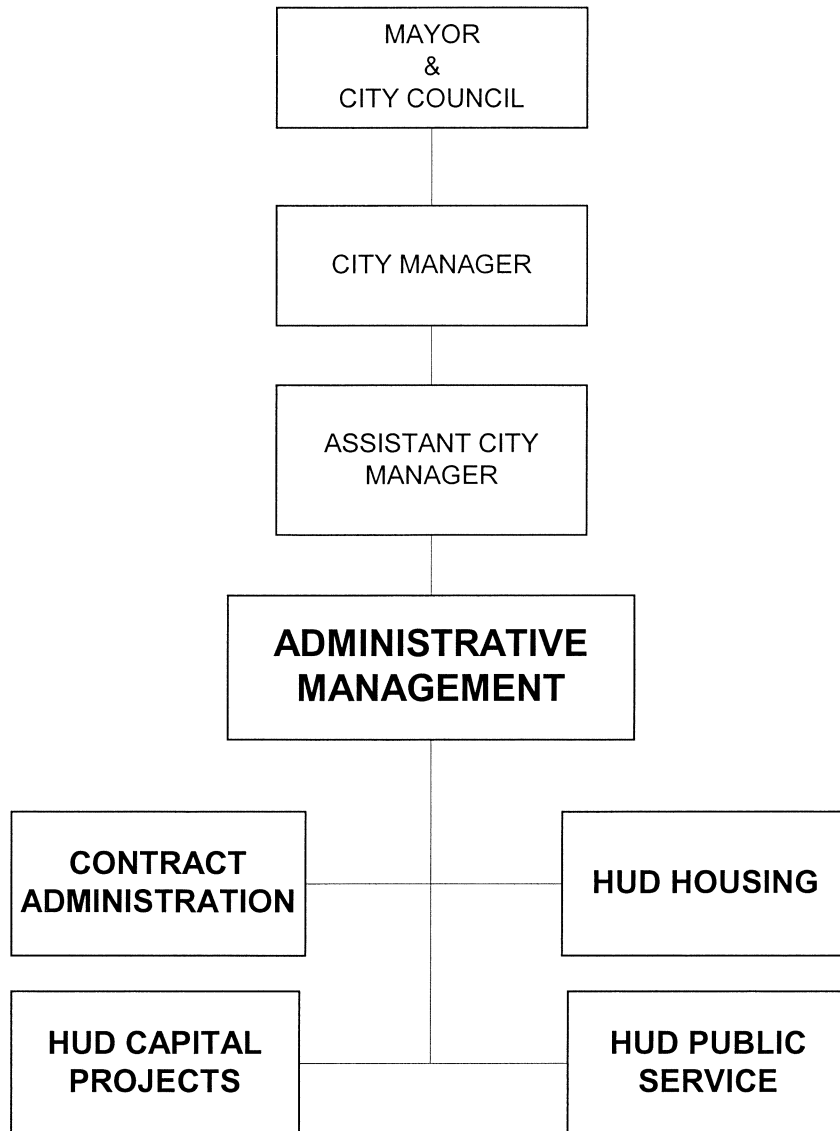


HOUSING & COMMUNITY DEVELOPMENT



APPROPRIATIONS BY FUND	FTE	ADOPTED 2004-2005
Community Development Block Grant	25.00	\$1,483,191
HOME Grant	6.00	679,801
Total Funding	31.00	\$2,162,992

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

MISSION STATEMENT

To create viable communities and to improve the quality of life and living environment principally for persons of low and moderate income through the supply of affordable housing, infrastructure investment, economic and human development.

PROGRAM INFORMATION

The Housing and Community Development Department (H&CD) has the primary responsibility for planning, organizing, implementing and monitoring the City's Community Development Block Grant (CDBG), Home Investment Partnership Grant (HOME), Section 108 Guaranteed Loan, and Enterprise Communities Programs. In addition, H&CD staff manages the procedural implementation activities of other supporting City departments to ensure City compliance with specific U. S. Department of Housing and Urban Development (HUD) and other federal regulations. Also, activities are monitored to ensure acceptable annual performance reviews of City activities to comply with the Davis-Bacon Act, Fair Labor Standards Act, Equal Employment Opportunities (EEO) compliance standards, Affirmative Fair Housing activities, accepted standard general accounting and audit procedures, Capital Projects Administration, and CDBG project management and monitoring of timely implementation and fund draw downs. These activities ensure that the City receives the maximum annual funding allocations for which it is entitled.

In addition to the administration of the CDBG and HOME Programs, H&CD staff is responsible for the identification, development, implementation, oversight and administration of additional program resources supporting the City Council's neighborhood revitalization and housing goals. The Department is also responsible for the development of the City's Five-Year Consolidated Plan, Annual Consolidated Plan/Budget, and Consolidated Plan Annual Performance Report, as well as the review and certification of compliance with the approved Consolidated Plan strategies for all project proposals submitted to HUD for funding support of local implementation.

Additionally, the department administers funds from the American Dream Downpayment Initiative (ADDI). ADDI was signed into law on December 16, 2003 and authorizes federal funds for homebuyer assistance. ADDI aims to increase the homeownership rate, especially among lower income and minority households and to revitalize and stabilize communities. ADDI assists first time homebuyers with downpayment and closing costs. ADDI will be administered as part of the Home Investment Partnership Program. ADDI funds can be used in conjunction with HOME or CDBG funds, but assistance cannot exceed established maximum subsidies per unit. ADDI funds will be provided to homebuyers as deferred payment loans of \$10,000 per family or 6% of the purchase price of the home, whichever is greater.

GOALS & OBJECTIVES

- ◆ Provide for affordable, safe, and decent housing opportunities for low and moderate-income residents.
- ◆ Provide for adequate and safe public infrastructure including streets, drainage, sidewalks, public facilities and park improvements.
- ◆ Provide programs directed toward improving the community's public services and/or facilities including those concerned with employment, crime prevention, and projects directed toward youth, health care and the elderly.
- ◆ Leverage additional services or enhance programs with existing funding such as implementing a Tax Credit Financing Lease/Purchase program for a single-family housing construction and assessing fees to Tax-Exempt Bond Financing to support an unrestricted City Neighborhood Revitalization Fund.

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT

HOME GRANT

GOALS & OBJECTIVES CONTINUED

- ◆ Provide for timely expenditure of program funds by reducing available fund balance to less than or equal to 1.5 times the current entitlement by canceling all contracts that are not executed by November 30 of the funding year; closely monitoring projects for timely implementation; and, continuing to fund Capital projects in two phases – Design (Phase I) and Construction (Phase II).
- ◆ Provide effective program implementation by planning, organizing and monitoring the City's Community Development Block Grant (CDBG) and Home Investment Partnership Grant (HOME) funds.
- ◆ Maximize program funds by maintaining a level of administrative budget allocations to 20% or less of entitlement allocation.
- ◆ Continue to increase the City's HOME match by identifying additional resources available for affordable housing production and rehabilitation.
- ◆ Continue to work in concert with CRAG, Housing Master Plan and other City revitalization initiatives to assist with revitalization of inner city neighborhoods, as well as continue to expand on the component of the Incentive Tool Kit.
- ◆ Continue to expand the Housing Summit into a Regional Housing Workshop to include training and professional certifications.
- ◆ Continue to conduct at least two HOME workshops for new program participants and potential private sector partners.
- ◆ Continue to work in collaboration with the Department of Community Initiatives in administering the Consolidated Human Development Funding Pool process.
- ◆ Establish City Council CDBG & HOME Orientation session prior to adoption of the Annual Budget. Follow-up will be conducted on an individual basis as needed with each reprogramming.
- ◆ Provide for continued professional development and training for employees.

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

BALANCED SCORECARD

	Strategic Objectives	Performance Measures	Actual FY 03	Rev. Bud. FY 04	Estimated FY 04	Adopted FY 05
Customer	Revitalization of Neighborhoods for San Antonio					
	Provide affordable, safe, and decent housing opportunities for low and moderate income residents	No. of Housing Client/Units Assisted	1,103	1,092	842	1,000
	Provide for adequate and safe public infrastructure including streets, drainage, sidewalks, public facilities and park improvements	No. of Residents Benefiting from Funds	111,660	30,481	42,687	21,228
		No. of Low/Moderate Residents Benefiting	63,085	23,227	28,762	13,279
	Implement Human Development Clients					
	Provide programs directed toward improving the community's public services and/or facilities including those concerned with employment, crime prevention, and projects directed toward youth, healthcare and the elderly	No. of Program Graduates Completing with High School Diploma, GED or Training Certificate (All Programs)	90	172	88	100
Financial	Innovative and Proactive City Government					
	Provide for timely expenditure of program funds by reducing available fund balance to less than or equal to 1.5 times the current entitlement	Timeliness of Expenditures (Spending Ratio)	1.00	0.95	1.00	1.00
	Leverage additional services or enhance programs with existing funding	Ratio of HOME Funds to Private Sector Leverage	\$1:\$8	\$1:\$12	\$1:\$12	\$1:\$14
	Maximize program funds by maintaining level of administrative budget allocations to 20% or less of entitlement allocation	Percent of Grant Entitlement Allocated to Administrative Costs	20%	20%	20%	20%

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

BALANCED SCORECARD CONTINUED

	Strategic Objectives	Performance Measures	Actual FY 03	Rev. Bud. FY 04	Estimated FY 04	Adopted FY 05
Internal Processes	Improve Customer Service					
	Provide effective program implementation by planning, organizing and monitoring the City Community Development Block Grant (CDBG) and HOME Funds	No. of Neighborhood Meetings and Public Hearings Conducted	120	140	125	130
	Provide effective program implementation by planning, organizing and monitoring the City Community Development Block Grant (CDBG) and HOME Funds	No. of Monitoring Visits Conducted (Monitoring Unit)	10	40	20	30
		No. of Site Visits Conducted (Analysts)	120	186	170	210
Employee Learning & Growth	Public Trust and Awareness of Citizens					
	Provide continued professional development and training for employees	No. of Staff Receiving Professional Licenses or Certificates	4	6	6	10

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

COMMUNITY DEVELOPMENT BLOCK GRANT EXPENDITURES BY CHARACTER

	ACTUAL 2002-2003	REVISED BUDGET 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONAL SERVICES	\$1,017,931	\$1,031,233	\$1,031,233	\$1,126,385
CONTRACTUAL SERVICES	224,795	59,710	59,710	340,806
COMMODITIES	8,400	5,000	5,000	13,000
CAPITAL OUTLAY	11,411	0	0	3,000
TOTAL EXPENDITURES	\$1,262,537	\$1,095,943	\$1,095,943	\$1,483,191
AUTHORIZED POSITIONS	25	25	25	25
FULL-TIME EQUIVALENTS	25.00	25.00	25.00	25.00

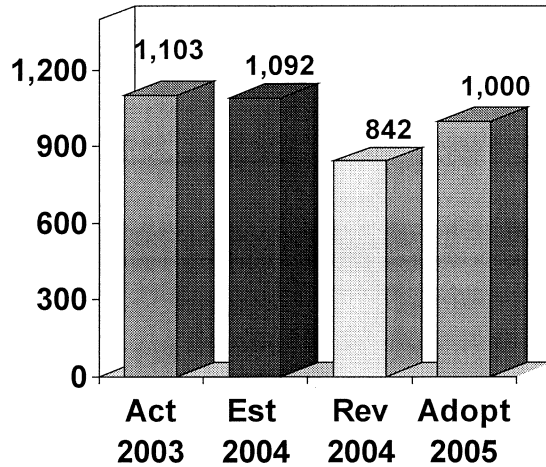
HOME GRANT EXPENDITURES BY CHARACTER

	ACTUAL 2002-2003	REVISED BUDGET 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONAL SERVICES	\$519,094	\$512,344	\$512,344	\$450,246
CONTRACTUAL SERVICES	249,994	130,458	130,458	210,755
COMMODITIES	6,982	7,081	7,081	13,800
CAPITAL OUTLAY	11,289	11,618	11,618	5,000
TOTAL EXPENDITURES	\$787,359	\$661,501	\$661,501	\$679,801
AUTHORIZED POSITIONS	6	6	6	6
FULL-TIME EQUIVALENTS	6.00	6.00	6.00	6.00

HOUSING & COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

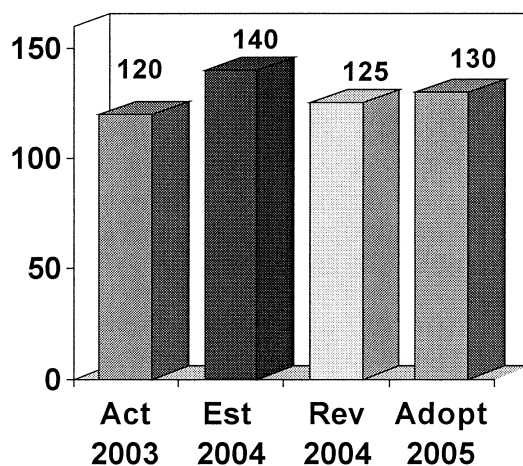
NUMBER OF HOUSING CLIENTS/UNITS ASSISTED



✓ Provides affordable, safe, and decent housing opportunities for low and moderate residents.

✓ Includes Single and Multi-Family units.

NUMBER OF NEIGHBORHOOD MEETINGS AND PUBLIC HEARINGS CONDUCTED



✓ Provides effective program implementation by planning, organizing and monitoring all funds.

HOUSING AND COMMUNITY DEVELOPMENT

GRANT SUMMARY

Below is a comprehensive listing of the grants expected by the Housing and Community Development in FY 2005. Details on each grant program can be found on the following pages.

TITLE OF PROGRAM	FEDERAL	STATE	CITY	OTHER	ADOPTED FY 2005
Community Development Block Grant	\$17,379,000	\$0	\$0	\$0	\$17,379,000
HOME Entitlement Grant	7,315,294	0	0	0	7,315,294
American Dream Downpayment Initiative	731,835	0	0	0	731,835
HOME Reprogramming Funds	100,471	0	0	0	100,471
TOTAL	\$25,526,600	\$0	\$0	\$0	\$25,526,600

HOUSING AND COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

PROGRAM INFORMATION:

The Housing & Community Development Department is responsible for supporting the City Council and the City Manager in the financial planning, allocation, implementation, and monitoring of the City's Community Development Block Grant (CDBG) and HOME Entitlement grants, and the Enterprise Community Program Funds. In addition, the Department researches, secures funding and administers additional program resources supporting the City Council's neighborhood revitalization and housing goals. Primary program responsibilities include CDBG, HOME, and Enterprise Community programs, the development, administrative and compliance associated with City's HUD Five-Year Consolidated plan, Annual Consolidated Plan/Budget, and Consolidated Annual Performance Report. Monitoring and technical assistance is provided to program sub-grantees, as well as completion of financial and program management analysis to ensure continued compliance with all application regulations and policies. This grant program covers the period of 10/1/04 through 9/30/05.

PERFORMANCE MEASURES

	Actual 2002-2003	Estimated 2003-2004	Adopted 2004-2005
Input:			
No. CD Monitors	8	8	8
Amount of Entitlement Grant	\$20,511,000	\$17,717,000	\$17,379,000
No. CDBG Contracts	246	136	57
Output:			
No. Site Visits Scheduled	123	272	114
No. Projects Complete	180	79	79
Efficiency:			
Avg. No. Contracts per Analyst	31	17	7
Effectiveness:			
% Contracts Monitored	100%	100%	100%
% Contracts Complete	80%	85%	85%

FUNDING BY SOURCE & EXPENDITURES BY CHARACTER

	Actual 2002-2003	Authorized 2003-2004	Adopted 2004-2005
FUNDING SOURCES			
CITY – Transfers required as a cash match	\$0	\$0	\$0
STATE – Funding provided by the State	0	0	0
FEDERAL – Federal fund source	20,511,000	17,717,000	17,379,000
TOTAL FUNDING	\$20,511,000	\$17,717,000	\$17,379,000
EXPENDITURES			
PERSONAL SERVICES	\$1,017,931	\$1,031,233	\$1,126,385
CONTRACTUAL SERVICES	224,795	59,710	340,806
COMMODITIES	8,400	5,000	13,000
CAPITAL OUTLAY	11,411	0	3,000
SUBGRANTING	19,248,463	16,621,057	15,895,809
TOTAL EXPENDITURES	\$20,511,000	\$17,717,000	\$17,379,000
AUTHORIZED POSITIONS	25	25	25
FULL-TIME EQUIVALENT	25.00	25.00	25.00

HOUSING AND COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT HOME GRANT

PROGRAM INFORMATION:

The HOME Division of the Department of Housing & Community Development is responsible for the planning and oversight of the City's HOME Entitlement Grant program. All activities result in the renovation or production of housing affordable to low and moderate-income households. This division provides technical assistance to sub-grantees and project sponsors and is responsible for monitoring all project activities to ensure compliance with U.S. Department of Housing and Urban Development (HUD) affordability and regulatory requirements. This grant program covers the period of 10/1/04 through 9/30/05.

PERFORMANCE MEASURES

	Actual 2002-2003	Estimated 2003-2004	Adopted 2004-2005
Input:			
No. CD Monitors	4	4	4
Amount of Entitlement Grant	\$7,874,000	\$8,014,841	\$8,147,601
Total Housing Units Adopted	705	1152	1117
Output:			
No. Housing Units Complete	529	631	890
Efficiency:			
Avg. No. Contracts per Analyst	24	6	6
Effectiveness:			
% Units Complete	75%	70%	80%

FUNDING BY SOURCE & EXPENDITURES BY CHARACTER

	Actual 2002-2003	Authorized 2003-2004	Adopted 2004-2005
FUNDING SOURCES			
CITY – Transfers required as a cash match	\$7,874,000	\$0	\$0
STATE – Funding provided by the State	0	0	0
FEDERAL – Federal fund source	7,874,000	7,370,756	8,047,129
OTHER – This includes requirements of the City In-Kind	0	414,085	100,471
TOTAL FUNDING	\$7,874,000	\$8,014,841	\$8,147,600
EXPENDITURES			
PERSONAL SERVICES	\$519,094	\$512,344	\$450,246
CONTRACTUAL SERVICES	249,994	130,458	210,755
COMMODITIES	6,982	7,081	13,800
OTHER EXPENDITURES	0	0	0
CAPITAL OUTLAY	11,289	11,618	5,000
SUBGRANTING	7,086,641	7,353,340	7,467,799
TOTAL EXPENDITURES	\$7,874,000	\$8,014,841	\$8,147,600
AUTHORIZED POSITIONS	6	6	6
FULL-TIME EQUIVALENT	6.00	6.00	6.00